

Pending & Unapproved Minutes – These minutes have not yet been formally approved by the Board of Education, and until such formal approval occurs, these minutes are subject to possible future changes.

Board of Education

Beaver County School District

Meeting Date: June 7, 2016

Last Revised: June 8, 2016

The following are minutes taken from the Regular Board Meeting, of the Beaver County School District Board of Education, held on June 8, 2016. This meeting was conducted at the District Office located at 291 North Main, Beaver, Utah, 84713.

In compliance with the American with Disabilities Act, persons needing auxiliary communicative aides and services for these meetings should contact Bonnie Bairrett at 435.438.2291 or bonnie.bairrett@beaver.k12.ut.us, giving at least three working days' notice.

Board Member Attendance:

- Board President—Nicholas Dotson (Precinct 2): Present
- Board Vice President—Carolyn White (Precinct 1): Present
- Board Member—Richard Limb (Precinct 4): Present
- Board Member—Lisa Carter (Precinct 5): Present
- Board Member—Kristina Brown (Precinct 3): Present

School District Personnel in Attendance:

- Dr. Ray Terry Superintendent
- Tracy Davis, Programs Director
- Todd Burke, Business Administrator

Other Patrons Who Attended:

- Tyler Moss, District Audit Committee
- Mitch Bealer, District Audit Committee
- Chris Smith, Beaver
- Scott Albrecht, Beaver County Administration

WORK SESSION MEETING (10:00 am)

A. Audit Committee Training: 10:00 – 11:00

a. State Auditors Office Webinar

- i. The Board expressed a preference to have the entire board serve as the audit committee with 3 community CPAs.
- ii. The group discussed the possibilities of advertising the fraud hot line on the District's home internet web page.
- iii. The group agreed to meet monthly as an audit committee as part of regularly scheduled board meetings.
- iv. The group discussed specific risks which management recommends the upcoming audit consider:
 1. Credit cards
 2. Management override possibilities
 3. Teacher supply cards
 4. Fuel cards
 5. Creating an accessible online system to allow audit committee access to federal/state restricted program information at year end close – i.e. grant applications and plans, transaction detail reports, program reconciliations, etc
 6. Property tax collections risks associated with approximately 40% of the county taxable value
- v. Mr. Dotson requested credit card transaction reports to the Board include programs for which transactions are charged to. Mr. Burke indicated this should be possible to do with our district's current accounting systems.
- vi. Mr. Burke recommended the audit committee meet each year separately with management and the auditors to evaluate performance of each group.

B. Proposed FY17 District Budget 11:00 – 12:00

- a. Mr. Burke reviewed the information in the "Schools of Opportunity" public brochure which was distributed to the public this week through the local newspaper. The following was reviewed:
 - i. The District's Mission, Values, Vision, and Goals, p15
 - ii. Academic trends, p6
 - iii. Enrollment trends, p7
 - iv. Class size trends, p8
 - v. Financial summary, p11
 - vi. Financial stability and tax impact, p12
 - vii. Financial best practices, p13
 - viii. Recognitions, p14
- b. The group reviewed the mechanics of the state's property tax revenue system.
 - i. How tax rates are calculated

- ii. Challenges with determining accurate tax rates that will produce revenue to levels needed to support budgeted expenditures
- iii. The property tax shift which occurs when a large entity's values decline and the impact of the shift upon other taxpayers
- iv. The group was given a document from the State Tax Commission which explains
 - a) the historical perspective of Utah property taxes, b) compliance, c) roles and responsibilities, d) how rates are calculated, e) the "property tax shift" element of the system, and f) other related property tax factors.

C. Lunch: 12:00 – 12:15

- a. The group discussed strategies to mitigate potential property revenue collection risks.
 - i. Delay capital projects
 - ii. Control costs
- b. Dr. Terry explained the District may be looking at putting in place another .50 FTE teacher staffing increase at Milford Elementary School to help the school towards academic improvement. This cost has not been included in the budget report or proposed budget as this situation is on-going and not finalized yet. Mr. Burke explained the cost could be approximately \$35,000.
- c. Mr. Burke reviewed the General Fund, General Fund contingencies built into the budget plan, and items not included in the budget projections.

D. Review of Sharp Survey Data: Rhonda Hutchings 1:00 – 1:50 pm

- a. 289 surveys were collected
- b. Reviewed past 30 day use trends – 2007, 2011,
- c. Electronic cigarette use
- d. Alcohol use trends
- e. Trends for students who get drunk or high at school
- f. #1 source of alcohol: obtained at a party
- g. #1 place teenagers drink: At their, or their friend's, home
- h. Risk factors
- i. Bullying and safety risk trends
- j. Chewing tobacco usage is 400% higher than state average

REGULAR BOARD MEETING - PRELIMINARY (2:05 pm)

- A. Welcome: President Nick Dotson
- B. Pledge of Allegiance: Mr. Burke
- C. Public Input (none)

BOARD OF EDUCATION ITEMS (2:10 pm)

A. Student Recognitions

Minersville School:

Most Improved Readers 2015-2016

K - Kutler Albrecht & Whitlee Marshall
1st - Kiera Carter & Tyge Blomquist
2nd - Jared Marshall & Challie Marshall
3rd - Shalia Bird & Andrew Hollingshead
4th - Hannah Eyre & Teagen Marshall
5th - Jake Marshall & Chazee Medler
6th - Regan Marshall & Oscar Tapia

Beaver High School:

Tavy and Cooter Gale: National History Fair

Beaver County Students – National History Day

B. Action Item – Exemptions or Guardianships, Transfers (none)

Motion to Approve Made By: Carolyn White

Motion Seconded By: Lisa Carter

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

C. Action Item – Approval of Minutes for Open/Closed Meeting(s) Held on May 17th

Motion to Approve Made By: Richard Limb

Motion Seconded By: Kristina Brown

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

D. Action Item – Travel: Schools (none)

E. Action Item – Travel: Board of Education (no motion or vote)

Reminders:

Travel to regional legislative dinner in Cedar City tomorrow

May be traveling to Salt Lake this month, June 14th, for federal ESSA training

FINANCIAL ITEMS (2:22 pm)

A. Action Item - Approval of Warrants, Budgets, Financial Reports, & Capital Expenditures Priority List

Motion to Approve Made By: Kristina Brown

Motion Seconded By: Carolyn White

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

B. Information Item – Bids, RFPs, Current Projects Report – Update

BHS Metal Shop & Airflow

Beaver U ADA Accessibility

MHS Fire Panel

MHS Carbon Monoxide Systems

C. Information & Discussion Item – Beaver County Economic Development, Scott Albrecht 3:30 pm

The goal of economic development is to improve the economic well-being of our communities.

The RDA/CDA budget includes:

Contributions from Beaver City, Milford City, Milford Hospital, and Special Service Districts are made each year to support county economic development.

Budgeted expenditures include salaries and benefits, professional services, and outreach costs.

The County projects the District will receive \$94,000 from the first TIF collection from Sun Edison.

The economic development council is made up of mayors, city council members, school district business administrator, and other local entity representatives.

The County economic development approach is based upon a strategic framework designed to meet specific goals – including quality of life, employment growth or non-growth, population growth or non-growth, workforce development, etc.

The group reviewed possible future economic development projects.

Mrs. Brown asked about the possibilities of having training programs for adults in Beaver County. Options discussed included SWATC and local custom build projects.

D. Action Item – 2016-17 Utah Cooperative Acquiring Resources Efficiently UCARE (Child Nutrition Program Purchasing Contract & Agreement)

Motion to Approve Made By: Carolyn White

Motion Seconded By: Kristina Brown

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

INSTRUCTION & EDUCATION ITEMS (2:26 pm)

A. Action Item – Approval of Career Status Employees

4 employees recommended for career status

Motion to Approve Made By: Lisa Carter

Motion Seconded By: Richard Limb

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

B. Action Item – Approval of Level II Educators

3 educators recommended for Level II status

Motion to Approve Made By: Richard Limb

Motion Seconded By: Lisa Carter

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

PERSONNEL ITEMS (2:29 pm)

- A. Action Item - BES Hiring Requests, Kelsey Carter Food Service
- B. Action Item – Letter of Resignation from Melissa Bradshaw
- C. Action Item – BHS Head Drill Team Advisor, Kelsey Bergstrom
- D. Action Item – MHS:
- E. Action Item – MES Custodian, Monica Wunderlich
- F. Action Item – Letter of Resignation from Gladys Lepe
- G. Action Item – Letter of Resignation from Amanda Riley

Motion to Approve all Personnel Changes (items A - G) Made By: Carolyn White

Motion Seconded By: Richard Limb

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

POLICIES (3:15 pm)

- A. Action Item – District Educator Evaluation Policy (3rd Reading & Adoption)

Note: Added “provisional” status is to be maintained until teacher successful receives full licensure.

Dr. Terry indicated the teacher’s association confirmed their support for this provision in the policy.

The group agreed to add a clarification to the employee handbook which requires newly hired teachers to be enrolled in the EYE program at time of hire.

B. Action Item – Special Education Policy Manual (3rd Reading)

Motion to Approve Action Items A & B Made By: Kristina Brown

Motion Seconded By: Lisa Carter

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

C. Discussion Item – Hiring Policy Change

Allows administrators to hire within a building for classified employee jobs that can be combined with another classified employee job.

The group expressed concerns about making sure the hiring policy is fair and consistent. The group also asked to have the principals attend a future board meeting to discuss the concerns of administrators. The District administration will also visit with the classified employee association to get their input.

D. Discussion Item – Electronic Device Compensation for Retirees

The group agreed to have all requests by employees to obtain ownership of a district issued device be included in surplus property requests to the board each month.

DISCUSSION ITEMS (5:30 pm)

- A. BEA/BSEA (none)
- B. Community Councils/Parent Organizations (none)
- C. Public Input (none)
- D. Superintendent, Dr. Terry
 - Barton Scholarship reconciliation
 - Letter to recipients
 - 3 New Grants
 - STEM Grant
 - MTSS Grant (Professional Development Grant)

- Special Ed Grant to implement new instructional model (Professional Development Grant)
 - Review of Teacher Portfolios – EYE Program
 - June 14 - ESSA Training
 - Increase in USBA dues - \$2,000 per year
 - Legislative meeting in Cedar City tomorrow
 - July Board Meeting
 - 9am – 1pm meeting
 - Audit committee meeting
 - University of Utah Survey
 - August 9th Board Meeting
 - Work session with principals
 - Truth in Taxation Hearing
 - September board meeting change from September 12th to September 13th
- E. Business Administrator, Todd Burke
- Schools of Opportunity PR document
- F. Tracy Davis, Program Director (none)
- G. Board Member Reports
- Mrs. White
 - June 11th, inquiry about Safe Talk at City Office

Public Budget Hearing (6:00 pm)

Motion to Open Public Hearing Made By: Carolyn White

Motion Seconded By: Kristina Brown

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

Public Input (none)

Motion to Close Public Hearing Made By: Kristina Brown

Motion Seconded By: Lisa Carter

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

A. Action Item – Approval of 2015-16 Final Budget & 2016-17 Tentative Budget

Motion to Approve Made By: Kristina Brown

Motion Seconded By: Carolyn White

Board Vote:

Nicholas Dotson: Aye

Carolyn White: Aye

Richard Limb: Aye

Lisa Carter: Aye

Kristina Brown: Aye

CLOSED MEETING (6:10 pm)

Closed meetings by law may be held for the purpose of discussions related to the Competence and Character of Individuals, or Collective Bargaining, or Property (Purchase and/or Sale), Security, & Evaluation Committee Deliberations for Procurement.

Purpose of Closed Meeting: Collective Bargaining

Motion to Enter Closed Meeting Made By: Kristina Brown

Motion Seconded By: Richard Limb

Board Vote: Unanimous

President Dotson: Aye

Vice President White: Aye

Board Member Carter: Aye

Board Member Brown: Aye

Board Member Limb: Aye

Those Who Attended the Meeting:

Nick Dotson, Board President
Carolyn White, Board Vice President
Lisa Carter, Board Member
Richard Limb, Board Member
Kristina Brown, Board Member
Dr. Ray Terry, Superintendent
Todd Burke, Business Administrator

Closed Meeting Ended At: 6:30 pm

Motion to End Closed Meeting Made By: Richard Limb

Motion Seconded By: Kristina Brown

Board Vote:

President Dotson: Aye
Vice President White: Aye
Board Member Carter: Aye
Board Member Brown: Aye
Board Member Limb: Aye

REGULAR BOARD MEETING - ADJOURNMENT (6:30 pm)

President Dotson adjourned and dismissed the meeting at 6:30pm. Next Board meeting is scheduled for July 12th.

Nicholas Dotson, Board of Education President

Todd S. Burke, Business Administrator